

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
October 27, 2008**

The meeting convened at 7:00 p.m. at East Valley Fire Station 40. Those present were Commissioners Joe Gendron, Dan McNulty and Les Riel. Others present were Deputy Chief Riel, District Secretary Michelle Rosen, East Valley Fire District Personnel, and audience members.

Chairman Joe Gendron called the meeting to order and conducted the Pledge of Allegiance.

APPROVAL OF AGENDA

Deputy Chief Riel requested that the renewal of the 2009 Steadfast Contract be added to New Business. In addition, he requested that the additional bids for the Brush Truck be added to Correspondence. Commissioner Riel suggested that Item A, Correspondence be changed to read "Review of all bids submitted to the district".

Commissioner Riel noted that the 2009 budget will not be finalized, but rather will be accepted as to present for the public hearing.

Chairman Gendron noted that Ms. Miltenberger's presentation would be moved to the top of the agenda.

Commissioner Riel made a motion to approve the agenda with the aforementioned changes. Commissioner McNulty seconded the motion. The Board was all in favor.

Chairman Gendron turned the floor over to Karen Miltenberger with Nicholson & Associates Insurance for her presentation to the Board. During her presentation, Commissioner Riel expressed his concern that the current council assigned to the pending claim could be pulled off the case. District Secretary Rosen questioned fraud coverage which was subsequently discussed. Commissioner Riel made a motion to request that Nicholson & Associates Insurance LLC to provide the district with a quote for 2009 insurance. Commissioner McNulty seconded the motion. The Board was all in favor. It was determined that the Board will be presented with a quote at the November 24th regular meeting.

LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA – Public comment for items that are on the agenda are allowed as the item comes up for discussion during the meeting. Please stand and be recognized by the Chair and limit your comments to three minutes.

Chairman Gendron noted that no one had signed up to speak.

APPROVAL OF PREVIOUS MINUTES

A. October 13, 2008 Regular Meeting – approve or deny

B. October 17, 2008 Special Meeting – approve or deny

Commissioner Riel made a motion to approve the minutes of the Regular Meeting held on October 13 and the Special Meeting held on October 17. Commissioner McNulty seconded the motion. The Board was all in favor, thus approving the aforementioned meeting minutes.

EDIT LIST APPROVAL

Batch #259157, \$8,323.18 – approve or deny

Commissioner McNulty made a motion to accept batch list #259157 in the amount of \$8,323.18. Commissioner Riel seconded the motion. The Board was all in favor, thus accepting the aforementioned batch edit list.

SECRETARY'S REPORT

District Secretary Rosen requested the opportunity to attend the Washington Fire Administrative Support workshop in King County. Commissioner Riel made a motion to allow District Secretary Rosen to attend WFAS fall workshop in King County. Commissioner McNulty seconded the motion. The Board was all in favor.

CORRESPONDENCE

A. Bid from Randy Dillman re: 1983 International DT 466 Brush Truck in the amount of \$2,001.00

Chairman Gendron noted that the district received the following bids: \$5,055.00, \$6,301.00, and \$2,001.00. Chairman Gendron made a motion to accept the bid from Perry Boogard that was made on Monday, October 27 in the amount of \$6,301.00. Commissioner Riel seconded the motion. The Board was all in favor, thus accepting the bid from Mr. Boogard in the amount of \$6,301.00. It was noted that District Secretary Rosen would be contacting Mr. Boogard after the meeting.

UNFINISHED BUSINESS

There was no unfinished business to discuss at this time.

NEW BUSINESS

A. Finalize 2009 Budget

Commissioner Riel expressed his concern that the costs associated with the hiring of a new chief would be coming out of the 2009 budget and would have to be pulled from reserves. The Board was in agreement that the 2009 costs associated with this matter would be pulled from reserves. Commissioner Riel made a motion that the 2009 budget that was discussed at the recent budget retreat be presented at the public hearing on November 11. Commissioner McNulty seconded the motion. The Board was all in favor.

B. Nicholson & Associates Insurance presentation – Karen Miltenberger

This agenda item was moved to the beginning of the meeting.

C. 2009 Steadfast Contract

Commissioner McNulty noted that per discussions that occurred at the recent conference, ongoing maintenance agreements needed to go to bid. It was determined that Deputy Chief Riel would use the specifications submitted by Steadfast and obtain two additional bids.

COMMISSIONER'S REPORT

Chairman Gendron expressed his appreciation to the district for the opportunity to attend the recent conference. Commissioner Riel noted that he was re-elected as Secretary/Treasurer of the Association.

DEPARTMENT ACTIVITY REPORT

It was noted that Lieutenant Lenseigne did not submit a report due to vacation, and Firefighter Evers had been out on sick leave.

Chairman Gendron noted that a Safety Committee meeting needed to be held following the next regular meeting on November 11.

Chairman Gendron noted that the recruit group was still intact and that they would be attending training in North Bend mid November. D.C. Riel reviewed the format for the pending training in North Bend. In addition, D.C. Riel discussed the status of two recruits, Beto Gutierrez and Casey Klein.

Chairman Gendron questioned when the district would be participating with Edith House. D.C. Riel reviewed the prevention activities that the district was currently involved in and noted that he would have to report back to the board regarding Edith House.

Chairman Gendron also questioned if D.C. Riel had received any brainstorming ideas from staff regarding recruitment. D.C. Riel noted that it had been previously suggested that an incentive be given to individuals for referrals.

ANNOUNCEMENTS

There were no announcements at this time.

EXECUTIVE SESSION

An Executive Session was not needed.

Commissioner Riel requested that this item be removed from the standing agenda. He suggested that this item be placed on the agenda only when the Board knows it is needed. If it was determined to be needed after the draft agenda has been submitted, a Board member could call for an executive session by citing the appropriate RCW and reason for the session during the approval of the agenda portion of the meeting. He noted that this issue was discussed at the conference that it is not present a positive public perception if an executive session appears on every agenda. Commissioner Riel recommended that if staff needed to request an executive session, the Chair of the Board should be contacted prior to the meeting and he could make the request on their behalf and adjust the agenda at that time.

GENERAL DISCUSSION – Limited between Board and Staff – NO PUBLIC INPUT

Commissioner Riel noted that he would be making a suggestion to the Association that they purchase ID badges similar to those worn at the recent conference for use during meetings that could be turned into the Secretary of the Association at the close of the meeting.

Deputy Chief Riel reported that the received correspondence from Luann Leach regarding a damaged bridge on a private lane on the 9000 block of Duffield Rd. He noted that this matter was posted on ERS in an effort to keep all the members informed and that dispatch would be notified as well.

Chairman Gendron questioned D.C. Riel regarding the status of the command cars. D.C. Riel reported that they were still waiting for a unique strobe trip for Opticom code for Yakima. It was estimated that they should be completed within two weeks.

Commissioner Riel noted that small works rosters could be used in lieu of competitive bidding if the estimated cost was less than \$35,000 according to the new commissioner’s handbook.

SIGNING OF DISTRICT DOCUMENTS

District Secretary Rosen presented the documents to the Board for their signature.

ADJOURNMENT

There being no other business, Commissioner Riel entertained a motion to adjourn the meeting. Commissioner McNulty seconded the motion and the meeting was so adjourned at 7:50 p.m.

ATTEST:

Chair of the Board

District Secretary

Vice-Chair of the Board

Commissioner